To whom it may concern

Our Product Availability in Relation to COVID-19 Outbreak

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Our product availability is now being affected by the COVID-19 outbreak. We will explain the current situation of the production and availability of our products below.

We appreciate your understanding and cooperation.

1. **Situations of our group companies all over the world**

    a. **Japan**

        Cosmo has introduced measures including staggered working hours, remote working, and banning all business travel overseas according to the information and policy of the government. We are continuing our production.

    b. **Overseas**

        Situations of our overseas offices greatly depend on the policies of their national authorities. As of March 31, many countries have issued emergency declarations, curfews, lockdowns, etc. The operations of all of our overseas offices and partner companies are being severely restricted and seriously affected.

2. **Parts procurement**

    For the parts manufactured in Japan, there is no problem in distribution except some delays now. However, concerning the parts supplied from overseas or the parts made in Japan using parts supplied from overseas, it has become difficult to procure them due to the suspension of production in some countries. We are being forced to suspend our production of some products.

3. **Our future forecast**

    As of March 31, supply of some parts used on our products is no longer available.

    Our stock of some parts is not sufficient. We may have to stop the production lines unless the COVID-19 calms down and the supply of the parts returns to normal.

    Although we are concerned about the bleak world situation, we will try our best to meet customer requirements.

    We will provide all the possible information about our product availability when we receive inquiries from customers.

    We apologize for the inconvenience and trouble this may cause you.

We will make greater efforts than ever to improve the quality of our products.